

## **2020 Summer Camp Procedures**

In order to ensure health and safety of all, the Town of Matthews Parks, Recreation & Cultural Resource Department will follow the below listed precautionary plan. This precautionary plan will be used for, the Town of Matthews Parks, Recreation & Cultural Resource Department summer camps and recreation programs.

It is recommended that any individual who is considered to be at a higher risk for complications related to Covid-19 consult their medical provider to assess their risk and determine if attendance is acceptable. Higher risk factors include anyone with asthma, anyone who has a serious chronic medical condition or a chronic organ disease, diabetes or other immunocompromised disease.

For any attendees who come from out-of-state or have recently traveled out-of-state, camp or facility staff will require affirmation from the parent or guardian that the child has abided by the 14-day quarantine requirement prior to participation after arriving in the community.

All individuals (employees, participants, volunteers, and government officials) entering the building for recreation programs, or camp boundaries must be evaluated using our daily screening checklist.

### **Check-In Procedures**

- Our daily drop-off and pick up procedures have been modified due to Covid-19 and will include protocol screening questions and temperature screening for all Staff and Campers. Campers will be screened daily. Town of Matthews staff will ask the Covid-19 Protocol Questions to the parents for the camper attending camp. Staff will also scan the camper's forehead to take their temperature with the thermal thermometer. If the camper has a fever (Fever is defined as 100.4 degrees Fahrenheit or above) or answers "yes" to any of the screening questions, they will not be allowed to enter the building or attend camp. We understand that some who are infected with Covid-19 can be asymptomatic, but campers who are symptomatic are more likely to be infectious. Therefore, the plan is to limit exposure through known, effective measures.
- If you are going to be late/early for drop-off or pick up, please contact the facility immediately so that accommodations can be made.

### **Contact Numbers:**

- Matthews Community Center: 704-321-7275
- McDowell Arts Center: 704-847-9746
- Crews Recreation Center: 704-708-1287
- Squirrel Lake Park: 704-708-1288

### **Covid-19 Health Screening Questions**

1. Have you or someone that lives in your household had any travel in a communal transportation vehicle – plane, train or cruise ship – within the past 14 days?
  2. In the last 14 days have you had any signs or symptoms of a respiratory infection, such as fever, cough, shortness of breath, sore throat, chills, muscle pain, nausea or vomiting, or new loss of taste or smell?
  3. In the last 14 days have you had contact with someone with a confirmed diagnosis of Covid-19, or who is under assessment for Covid-19, or has been ill with respiratory illness?
- If the individual answers "yes" to any of the above questions, they will not be permitted to enter the building or attend camp.

### **Upon Entering the Building**

- Campers will be directed to wash their hands with soap and water immediately upon entering the building, or use hand sanitizer if a sink is not readily available.
- They will report directly to their assigned classroom for summer camp and remain in that classroom/facility area for the duration of the camp day; there won't be any mixing of campers from different groups.

### **During Camp**

- Camp group size will be limited to 10 campers per group.
- Social distancing will be encouraged whenever possible with an understanding on limitations in social distancing in young children. Siblings or individuals residing in the same household won't have to adhere to social distancing with each other.
- Campers will not share small supplies with one another during camp. If there are any shared supplies that need to be used, they will be sanitized between use.
- Bathroom usage will be limited to one group at a time.
- Handwashing will be encouraged throughout the day.
- If your camper is attending a full day camp, your camper will eat lunch at their designated table in the same room they are using for camp. Campers will wash their hands prior to and after eating lunch. Campers must bring their lunch in disposable bags. Lunch boxes are not permitted. Campers are not permitted to share food or drinks.
- Campers will eat snacks at the same table/area they are using for camp. Campers will wash their hands prior to and after eating snack. Campers may eat their snacks outside, weather permitting. Campers must bring food in disposable containers, and brown paper bags. Campers are not permitted to share food or drinks.
- Campers will not be permitted to drink out of the water fountain. They will need to bring a reusable water bottle that must be taken home and washed each day before returning it to camp. Please label this water bottle with your camper's name. This water bottle can be refilled at camp.

### **In the Buildings**

- Signage displaying information about Covid-19 and proper social distancing will be placed around the building.
- All camps will post entryway signage stating clearly that any person with symptoms consistent with COVID-19 may not enter the premises.
- Proper hand washing techniques signage will be in all restrooms and by all sinks in the building.
- All facilities will maintain an adequate supply of disinfectant, hand sanitizer and paper towels.
- Cleaning staff will be present throughout the duration of camp and will be sanitizing highly touched surfaces and bathrooms once an hour.
- All cleaning products meet local and national guidance regarding treating against Covid-19.

### **Staffing Protocols**

- Cloth face coverings will be worn by all employees and instructors. Face coverings may be removed for a short period of time when necessary, such as when eating/drinking, but must be worn at all other times.
- Campers over the age of 5 are encouraged to wear cloth masks to camp, but can remove them when able to social distance appropriately or when eating/drinking.
- Staff must supervise young children when using hand sanitizer.
- Staff must communicate to parents or guardians the importance of keeping children home when they are sick.
- Staff must screen every child daily upon arrival.

- Camp or facility staff must teach and model social distancing, creating space, and avoiding unnecessary touching, in an age-appropriate manner.
- Camp or facility must conduct staff pre-shift screenings and maintain staff screening log.
- No staff displaying symptoms of COVID-19 will provide services to children. Symptomatic or ill staff may not report to work.
- No staff member may report to work site within 72 hours of exhibiting a fever.
- If an active staff member is identified as being COVID-19 positive by testing, CDC cleaning and disinfecting must be performed as soon as the confirmation of a positive test as practical.
- All parents/guardians must have a copy of this precautionary plan

### **In the Event of a Potential Exposure**

- Parents/legal guardians will be notified immediately about any potential contact their child may have had with suspected or confirmed cases.
- Parents/legal guardians will be notified immediately if their child(ren) are experiencing any symptoms.
- Any camper who appears to be symptomatic will be isolated in a separate room away from other campers until a parent/guardian can come and pick them up.

### **Cancellations and Refunds**

Our goal is to provide a safe and fun Summer Camp experience in which families can feel comfortable sending their children. However, we understand that some people will not be ready or able to send their children to camp at this time. You will receive a full refund if you request a withdrawal from camp at least 15 days from the start of camp.

If an illness occurs in your household or if a suspected exposure to Covid-19 occurs before the start of camp, please let us know and we will provide a full refund. If this occurs after the start of camp, or your camper becomes sick after the start of camp, you will receive a pro-rated refund. You will need to contact the facility where the camp is taking place in order to ask about a refund.

If any camp is canceled by the Town of Matthews Parks, Recreation & Cultural Resource Department, you will receive a full refund.

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### **Frequently Asked Questions**

- **Will my child come into contact with other children? Are you following social distancing recommendations?**
  - We have made several adjustments to limit exposure of groups from one another. All camps are located in separate rooms/areas, and there won't be any common places to gather before/during/after camp. Social distancing will be followed inside of the camp classroom as best as possible.
- **How are you screening staff and campers?**
  - Daily health screenings will be required for both campers and staff. The screenings include a temperature check and health questions.

- **What are your cleaning practices?**
  - In addition to daily deep cleanings, surface touch areas will be cleaned inside of the classrooms throughout the day – including door handles, light switches and countertops.
- **Are you sanitizing the air?**
  - While we understand that Covid-19 is also an air-borne virus, we do not have any air sanitation procedures or equipment in place. We encourage that campers wear a mask to camp, but we are not requiring it. We will also educate campers on proper coughing/sneezing techniques, and increase hand washing.
- **What are your hand washing practices?**
  - Campers are asked to wash their hands upon entering the building; if a sink is not readily available, they will be asked to use hand sanitizer. Hand washing will occur throughout the day, and not limited to before and after snacks/lunch, and before entering the camp area after leaving.
- **What happens if my child gets sick at camp?**
  - If your child becomes sick while at camp, the parent/guardian will be notified immediately. If the camper has a fever, or is showing any symptoms of Covid-19, staff will ask you to pick them up immediately. The camper will be isolated from the group and kept in a separate room until the parent/guardian arrives.
- **If my child gets sick, what are the requirements for them to return to camp?**
  - If there are any symptoms of illness, they will not be able to pass the health screening protocol.
  - Campers need to be symptom-free for a minimum of 14 days in order to return to camp.
- **Will staff be required to wear masks?**
  - All staff and instructors will wear masks.
- **Should my child bring their own hand sanitizer to camp?**
  - This won't be necessary; each room/area will have its own hand sanitizer dispenser, and there will also be frequent hand washing throughout the day.
- **What are you doing to prevent someone from bringing Covid-19 into camp?**
  - We recognize, just as does every business and individual, that we will not be able to ensure with 100% certainty that Covid-19 is or is not transmitted within our programs, services, or facilities. We also recognize that there are individuals who are symptomatic and others who are asymptomatic. We also recognize that there are those who are spreading the virus when they are pre-symptomatic. Therefore, we are taking every possible measure to mitigate the spread of the virus including: Staff education, health screening, temperature Screening, travel as well as enhanced cleaning and disinfection measures, limited group sizes, and keeping campers in the same location all week. These measures all align with CDC and NCDHHS recommendations.